

CERTIFICATION STANDARDS & PRACTICES ADVISORY COUNCIL MEETING

THURSDAY, JANUARY 15, 2009

*Conference Room
Front Street Learning Center
815 Front Street
Helena, Montana 59601*

Starting at 8:30 A.M.

CALL TO ORDER

- A. Call to Order – Dr. Douglas Reisig
- B. Roll Call
- C. Approval of the Agenda
- D. Approval of the October 23 - 24, 2008 Meeting Minutes
- E. Correspondence

ITEM 1 EXECUTIVE COMMITTEE REPORT – Dr. Douglas Reisig and Ms. Melodee Smith-Burreson

- A. Draft Annual Report
- B. Review Code of Ethics
- C. Plan for Joint BPE Meeting
- D. Adopt Short Term Goals for CSPAC
- E. Sign Language Interpreters' Standards Workgroup Update

ITEM 2 9:00 AM - NO CHILD LEFT BEHIND REPORT – Ms. Nancy Coopersmith, OPI

ITEM 3 ADMINISTRATIVE OFFICER'S REPORT – Mr. Pete Donovan

- A. Meetings Attended
- B. Amendment of Bylaws

ITEM 4 WESTERN STATES CERTIFICATION CONFERENCE PRESENTATION – Dr. Douglas Reisig

ITEM 5 BOARD OF PUBLIC EDUCATION REPORT – Mr. Steve Meloy

- A. Executive Secretary's Report

ITEM 6 PROFESSIONAL PREPARATION AND CONTINUING EDUCATION COMMITTEE REPORT – Dr. Mary Susan Fishbaugh and Ms. Tonia Bloom

ITEM 7 MONTANA COMMISSION ON TEACHING COMMITTEE REPORT – Ms. Melodee Smith-Burreson and Ms. Judie Woodhouse

- A. Teacher Mentoring Draft Rules – Mr. Pete Donovan

ITEM 8 LICENSURE AND ENDORSEMENT COMMITTEE REPORT – Ms. Sharon Applegate and Ms. Patty Muir

- A. Class 8 License Dissemination Plan and Timeline – Mr. Pete Donovan, Ms. Elizabeth Keller and Dr. Linda Vrooman Peterson, OPI

ITEM 9 OPI UPDATE – Dr. Linda Vrooman Peterson, OPI

ITEM 10 FUTURE AGENDA ITEMS

- A. Evaluate Progress of Goals
- B. Review of Bylaws – Executive Committee
- C. Joint Meeting with Board of Public Education

ITEM 11 PUBLIC COMMENT ON ITEMS WITHIN THE JURISDICTION OF CSPAC

ADJOURN

CERTIFICATION STANDARDS & PRACTICES
ADVISORY COUNCIL JOINT COUNCIL OF DEANS MEETING MINUTES

THURSDAY, OCTOBER 23, 2008

ROOM 383
GALLAGHER BUSINESS SCHOOL
UNIVERSITY OF MONTANA
32 CAMPUS DRIVE
MISSOULA, MT

CALL TO ORDER

CSPAC Chair, Dr. Douglas Reisig, called the Certification Standards and Practices Advisory Council joint meeting with the Council of Deans to order on Thursday, October 23, 2008 at 1:15 P.M. CSPAC Council Members present were: Chair, Dr. Douglas Reisig, School Administrator, Missoula; Vice-Chair, Ms. Melodee Smith-Burreson, Teacher, Missoula; Ms. Sharon Applegate, Teacher, Kalispell; Ms. Tonia Bloom, Trustee, Corvallis; Ms. Patty Muir, K-12 Specialist, Laurel; Ms. Judie Woodhouse, Teacher, Polson; and Dr. Mary Susan Fishbaugh, Dean of College of Education, Montana State University-Billings, Billings. Staff members present were: Mr. Peter Donovan, Administrative Officer for CSPAC; Mr. Steve Meloy, Executive Secretary, Board of Public Education; and Ms. Anneliese Warhank, CSPAC Administrative Assistant. The following people signed the meeting roster: Dr. Larry Baker, MSU-Bozeman; Dr. Lynette Zuroff, Carroll College; Dr. Roberta Evans, UM-Missoula; Ms. Cindy O' Dell, Salish Kootenai College; Ms. Tracy Grazley, University of Montana-Western; Ms. Bonnie Graham, MSU-Billings; Ms. Kim Warrick, OPI; Ms. Pat Ingraham, MSU-Bozeman; Ms. Tricia Parrish, UM-Missoula; Ms. Elizabeth Keller, OPI; Ms. Kristine Murphy, UM-Missoula; Dr. Linda Peterson, OPI; Mr. Larry Nielsen, MEA-MFT; Mr. Marco Ferro, MEA-MFT; and Ms. Allison Smith, UM-Missoula Teacher Prep Student, Daughter of Ms. Melodee Smith-Burreson.

INFORMATION ITEMS

ITEM 1 CERTIFICATION STANDARDS AND PRACTICES ADVISORY COUNCIL UPDATE – Dr. Douglas Reisig

Dr. Reisig began the meeting by listing a few of the projects CSPAC has worked on over the past year, as well as some upcoming projects. These included: Chapter 57; Chapter 58; Teacher Mentoring; Class 8 Licensure; Dual Enrollment; Interpreters' Workgroup; Montana Education Forum; and the Western States Certification Conference.

ITEM 2 COUNCIL OF DEANS UPDATE – Dr. Larry Baker and Dr. Lynette Zuroff

Dr. Baker listed four topics the Council of Deans are currently working on including: Mentoring/Transition from the University to the Classroom; Math/Science Initiative; the Perceived Teacher Shortage; and Common Course Content/Universal Course Numbering among State Universities. Discussion ensued about the seamless transition from the university to the classroom. Although a partnership with a school district would help the recent graduate, as well as the university with accreditation reviews, plans are still in the development process. The group agreed a possible alignment with OPI would help schools become more aware of the options and federal funds have already been discussed with the legislature. The Math/Science Initiative is a byproduct of the Science and Math Teacher Imperative developed by the National Association of State Universities and Land-Grant Colleges. This program hopes to graduate 10,000 students with teaching degrees in these areas by 2010. The initiative was started by U of M President George Dennison to look into ways of recruiting students at the high school level. A brief discussion

ensued about those involved in the initiative and ways they are looking to recruit students. The Perception of Teacher Shortage came next. Dr. Zuroff spoke about the drastic drop in interest amongst high school students entering into their freshman year at Carroll College, a trend seen at other institutions as well. The group spoke about various avenues to spread the word about teaching programs at universities to high school students across the state. The Deans also spoke about the impact new teacher mentoring has on retention and its importance. Wages, although out of the hands of either group, was recognized as a major factor as well. The Transferability of course credits and the universal course numbering was discussed last. Those in charge of the alignment hope to have it all situated by 2011.

ITEM 3 CHAPTER 57 UPDATE – Ms. Elizabeth Keller, OPI and Mr. Pete Donovan

Chapter 57 revised rules will be presented to the Board of Public Education for approval at the November 7, 2008 meeting in Helena. Ms. Keller noted some of the changes to the rules for the Council of Deans since CSPAC had already been presented with the rules at its July, 2008 meeting in Helena. BPE will notice the rules for hearing in January 2009 and will adopt them in March.

ITEM 4 OPI UPDATE – Dr. Linda Vrooman Peterson, OPI

Dr. Peterson informed the group she will present at Friday's CSPAC meeting. The items will include: Teaching Endorsement Internship Program; NCATE/State Reviews; Class 8; and date pieces.

ITEM 5 OTHER ITEMS

There were no other items.

JOINT COUNCIL OF DEANS AND CERTIFICATION STANDARDS AND PRACTICES MEETING WAS ADJOURNED BY CONCURRENCE AT 2:53 P.M.

Separate agenda for CSPAC meeting. Item numbering starts over.

CERTIFICATION STANDARDS & PRACTICES ADVISORY COUNCIL MEETING MINUTES

FRIDAY, OCTOBER 24, 2008

CALL TO ORDER

CSPAC Chair, Dr. Douglas Reisig, called the Certification Standards and Practices Advisory Council meeting to order on Friday, October 24, 2008 at 8:30 A.M. CSPAC Council Members present were: Chair, Dr. Douglas Reisig, School Administrator, Missoula; Vice-Chair, Ms. Melodee Smith-Burreson, Teacher, Missoula; Ms. Sharon Applegate, Teacher, Kalispell; Ms. Ms. Tonia Bloom, Trustee, Corvallis; Ms. Patty Muir, K-12 Specialist, Laurel; Ms. Judie Woodhouse, Teacher, Polson; and Dr. Mary Susan Fishbaugh, Dean of College of Education, Montana State University-Billings, Billings. Staff members present were: Mr. Peter Donovan, Administrative Officer for CSPAC; Mr. Steve Meloy, Executive Secretary to the Board of Public Education; and Ms. Anneliese Warhank, CSPAC Administrative Assistant. The following people signed the meeting roster: Ms. Bonnie Graham, MSU-Billings; Ms. Tracy Grazley, University of Montana-Western; Ms. Kim Warrick, OPI; Dr. Jayne Downey, MSU-Bozeman; Ms. Bonnie Jones Graham, MSU-Billings; Ms. Tricia Parrish, UM-Missoula; Ms. Elizabeth Keller, OPI; Ms. Kristine Murphy, UM-Missoula; Dr. Linda Peterson, OPI; Ms. Nikki Sandve, OPI; AND Mr. Marco Ferro, MEA-MFT.

Dr. Reisig informed the Council the OPI report would be added following item 5.

Motion: Ms. Tonia Bloom moved to approve the amended agenda. This was seconded by Ms. Melodee Smith-Burreson. Motion was unanimously approved.

Motion: Ms. Melodee Smith-Burreson voted to approve the July 24, 2008 CSPAC meeting minutes. Ms. Tonia Bloom seconded the motion. Motion was unanimously approved.

Mr. Peter Donovan provided a review of CSPAC correspondence, which consisted of a nomination application form for the 2008 Governor's Award for Excellence in Performance. The Board staff nominated Mr. Donovan for his dedication to the Board, CSPAC, and extended organizations over the past year. Mr. Donovan will receive his award in November.

ITEM 1 EXECUTIVE COMMITTEE REPORT - Dr. Douglas Reisig

Dr. Reisig felt Thursday's meeting with the Council of Deans went quite well. The talk about teacher recruitment and retention was discussed a little further. Dr. Reisig moved to the appointment of members to committees and suggested that all Council members remain on the committees they are currently serving on. As for the two new Council members, Ms. Applegate and Ms. Muir, Dr. Reisig asked if they would like to take the recent openings on the Licensure and Endorsement Committee, to which they agreed. Highlights for the October 8, 2008 Sign Language Interpreter's Standards Workgroup meeting were distributed.

ITEM 2 ADMINISTRATIVE OFFICER'S REPORT – Mr. Peter Donovan

Mr. Donovan presented a list of all the meetings he has attended since the July 24, 2008 CSPAC meeting. The Montana Initiative: Math and Science Teachers meeting minutes were included for Council members to read through at their leisure. CSPAC Bylaws with revised language as suggested by the LFD Auditors were

included in the agenda packet for the Council to vote on. The suggested language stated the Board of Public Education authorizes the existence of the Certification Standards and Practices Advisory Council and shall extend the authority every two years.

Motion: Dr. Douglas Reisig moved to approve the amended CSPAC Bylaws. This was seconded by Ms. Tonia Bloom. Motion was unanimously approved.

Ms. Woodhouse also suggested changes to other areas be made for the next CSPAC meeting. She suggested moving the date of appointment to the Council and extend the term of an officer from a maximum of two consecutive years, to six. Ms. Woodhouse's suggested changes to the bylaws will be considered at the January CSPAC meeting. **NOTE:** In light of new information pertaining to the amended bylaws that was received after the CSPAC meeting, CSPAC will be asked to strike the new amendment from the bylaws at the January meeting. CSPAC was created by the 1987 Legislature and does not need to be renewed every two years pursuant to MCA 2-15-122(10). The Legislative Audit Division believed that MCA 2-15-122(10) did apply to CSPAC, but when they contacted their attorney and determined that this didn't pertain to BPE and CSPAC, the auditors never relayed that determination back to the Board.

ITEM 3 EXECUTIVE SECRETARY'S REPORT – Mr. Steve Meloy

Mr. Meloy provided the Council with a timeline of the Distance Learning Task Force. He then spoke about the Legislative Fiscal Division's request for every agency to compile 4-5 goals to show what each agency is working to achieve. The Board's four goals were: establish library/media technology standards; re-write Chapter 57 rules; distance learning standards; work towards 100% proficiency in state schools. The Board is also working on teacher recruitment and retention as well as the Learning First Alliance. The Board has requested more funds in order to cover costs for legal cases, travel of staff and Board members, and facility costs. The Board requested the funds due to a limit the Governor's office placed on all state agencies' budgets. Mr. Meloy spoke about his trip to the National Association of State Boards of Education in Washington D.C. Ms. Bloom asked about the factors contributing to the costs of the Distance Learning Rule. Mr. Meloy explained Senate Bill 152 diverted the costs from OPI to LFD. LFD turned to Ms. Madalyn Quinlan who provided information for determining costs. Ms. Bloom was concerned about the costs the school districts would have to pick up to make this possible. There is a possibility funds from the one billion dollar state surplus will be used.

ITEM 4 PROFESSIONAL PREPARATION AND CONTINUING EDUCATION COMMITTEE - Dr. Mary Susan Fishbaugh and Ms. Tonia Bloom

Dr. Fishbaugh spoke about the MSU-Billings College of Education Consortium which took place September 19, 2008 in Billings. She distributed notes provided by John Taylor Gatto, one of the keynote speakers at the consortium and said we should look at everyone as an educator and mentor and less at the education system as an "elitist" role. She also spoke about the September 26, 2008 MEA-MFT Montana Educator Forum in Helena attended by herself, as well as a number of other Council members. Gary Marx, President of the Center for Public Outreach, made a presentation at the Forum entitled "Creating a Future...The Essence of Leadership." Much like Gatto, Marx spoke about limiting education to "Brick and Mortar" classrooms-as times change, so should education.

ITEM 5 MONTANA COMMISSION ON TEACHING COMMITTEE – Ms. Melodee Smith-Burreson and Ms. Judie Woodhouse

Mentor Teacher Permissive Special Competency

Dr. Jayne Downey of Montana State University, Bozeman, came to the Council to talk about the newly redesigned Master's of Education program at MSU. The new program is completely accessible online. Dr. Downey stated her concern that educators with the highest SAT scores seem to be the ones leaving the profession within the first 5 years. Like many, she feels mentoring programs can help keep these new educators in the field and has drafted permissive special competency language for a program she would like to offer in Bozeman. The program could be taken while in the Master's of Education program. Discussion ensued about the program, the role of the school district in providing a mentor supervisor, and the challenges school districts and university face when looking at providing compensation for teacher mentors i.e. stipends or OPI renewal units. Mr. Donovan said the next step would be for the Council to give him the permission to work with Dr. Downey and Ms. Keller from OPI to draft administrative rules language to create Teacher Permissive Special Competency for teacher mentors.

Suggested Timeline for Setting Mentoring Programs in School Districts

The table was then turned over to Ms. Nikki Sandve of OPI. Ms. Sandve presented a PowerPoint of the Teacher Mentoring Program in a School District Suggested Timeline/Activities site. The site is a part of the OPI website at www.opi.mt.gov. Although teacher mentoring and special education are two separate departments, Ms. Sandve, and others in the Special Education Department, feel by providing students with teachers who have experienced a teacher mentor program, will be better equipped to instruct and thus hopefully keep children out of special education. This offers resources for schools and districts to aid in developing teacher mentoring programs such as: mentor program models; glossary of terms involved with the program; funding and regulations; and programs throughout Montana.

ITEM 6 A OPI UPDATE – Dr. Linda Vrooman Peterson

Dr. Peterson came to the Council to discuss a few topics as she highlighted at the previous day's CSPAC joint Council of Deans meeting.

- Teaching Endorsement Internship Programs written in ARM Rules Chapter 55. This program is for a district experiencing a shortage in a specific area. If a shortage occurs, they have the option of taking a teacher endorsed in another area working within the district and assign them to the shortage area. The teacher needs to be enrolled and approved by BPE in the Teaching Endorsement Internship Program and enrollment will keep the school district from being penalized with accreditation standards. Over 190 individuals are in the program who work with OPI, the school district, and the university they are receiving the endorsement from. One issue is that there are a low number of people in certain subject areas at the university so it makes it difficult for the student to work in groups and for the university to provide for just one or two students. Also, schools of education have a hard time because the courses these individuals need are not education courses (they are already licensed educators) but content courses offered outside the school of education so schools find it difficult to recommend someone for an additional endorsement whom they have had no interaction with during their schooling. Resources to run this program are another obvious obstacle.
- NCATE/State Reviews are nearing the end for the year. They will continue in April with MSU Northern then next fall with Salish Kootenai College. MSU Billings will have their review in 2010. Dr. Peterson said NCATE will offer the opportunity to schools to defer their regular reviews for a year due to the economic status of the nation.
- Class 8 Implementation work continues. Deputy Superintendent Dennis "Bud" Williams put together the Implementation Advisory Committee to help the process. Ms. Keller stated that in order for a

university professor to receive a Class 8, they must prove they are employed by the university, go through the fingerprint background check all licensed educators in the K-12 sector are subjected too, and finally prove they are eligible for an endorsement in their subject. After these three criteria have been met, one must demonstrate competency.

ITEM 6 B GOAL SETTING

A few goals the Council is working on currently or plan on working on in the near future are:

- Mentoring
- Dual Enrollment
- National Education Association Study on Teacher Retention
- Sign Language Standards
- 10.55.716(A)(B) Definition
- OPI Information on Teacher Retention During First 5 Years
- OPI Website Explanation
- Look at School Mentor Programs Throughout the State

ITEM 7 PLAN FOR FUTURE CONFERENCES

The Western State Certification Conference will take place January 6-8, 2009 in Austin, TX. Although Mr. Donovan will not be unable to attend, Dr. Reisig plans to attend as the representative for the Council and to present. The NASDTEC Professional Practices Institute occurred October 29-31, 2008 in St. Louis, MS.

ITEM 8 FUTURE AGENDA ITEMS

The Council will look at drafting their annual report and will review the Code of Ethics, amongst other items, at their January 15, 2009 meeting in Helena.

ITEM 9 PUBLIC COMMENT

Dr. Peterson passed around a photo of a Native American and Hutterite child from Dodson Elementary School in Malta and explained it was a part of the Native American Celebration Day on September 26. Ms. Warrick distributed 2 books to the Council members to bring back to their schools discussing the new Science and Library/Media Technology Standards for state schools.

Dr. Douglas Reisig adjourned the meeting at 12:15 P.M.

The Certification Standards and Practices Advisory Council will make reasonable accommodations for known disabilities the may interfere with an individual's ability to participate. Persons requiring such accommodations should make their request to Board of Public Education as soon as possible before the meeting to allow adequate time for special arrangements. You may write or call: CSPAC, PO Box 200601, 46 North Last Chance Gulch, Helena, MT 59620-0601, (406) 444-6576.

Donovan, Pete

From: Soumya Sathya [ssathya@nctaf.org]
Sent: Tuesday, December 16, 2008 10:11 AM
To: Donovan, Pete
Subject: Montana NCTAF State Page
Attachments: Montana.doc

Dear Pete,

I hope you are doing well. Here at NCTAF, we are in the process of revamping the state portion of the NCTAF website. Specifically, we are creating a page for each of our state partners to highlight some of the work you are doing. Attached is a draft page for Montana. We would love to get your feedback on the page before posting it to our site. Please feel free to add/delete/edit any information that is on the page. We thought it would be easier for you if we sent you a draft page to work with, but this is the Montana page, and it should reflect your priorities.

I hope you are having a good end of the year. We hope to post these new state pages before the end of the year, so I look forward to hearing from you.

Thanks,
Soumya

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Soumya Sathya  
Program Manager  
National Commission on Teaching and America's Future  
2100 M St. NW, Suite 660  
Washington, DC 20037  
202.464.1927 (phone)  
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12/31/2008

## **Montana**

### **Primary NCTAF-Montana State Coalition Contacts:**

Amanda Stanley, NCTAF  
[astanley@nctaf.org](mailto:astanley@nctaf.org)

Peter Donovan, Administrative Officer,  
Montana Certification Standards and Practices Advisory Council,  
[pdonovan@montana.edu](mailto:pdonovan@montana.edu)

### **The Montana coalition includes representatives from:**

Montana Certification Standards and Practices Advisory Council  
Montana Board of Public Education

### **Montana's work in NCTAF's strategy areas:**

Montana is **closing the gap between teacher preparation and practice** through the Montana Mentoring Institute. This annual institute provides best practice instruction to develop teachers as high-quality mentors and promotes mentoring programs as a tool for increased student achievement and enhanced teacher retention.

In addition, in collaboration with the National Science Teachers Association (NSTA) and the New Teacher Center at UC Santa Cruz, Montana State University has launched a National Science Foundation-supported Math and Science Partnership project to link beginning teachers with experienced classroom teachers, as well as scientists and mathematicians, via online seminars and mentoring activities. The project will serve new teachers in high-need rural, reservation, and urban schools in Montana and California, and the model will eventually be transported to more than 30 states currently active in NSTA's Building a Presence for Science network.

Montana is **supporting professional learning communities** through the Montana Comprehensive System of Professional Development (CSPD), which offers opportunities for members of the educational community and parents to work together for a common cause, namely improving services to students with disabilities. Key stakeholders share resources and information, set common goals, and collaborate to improve educational outcomes for students. The CSPD Council is made up of a broad representative of stakeholders, including key education groups and parents. Council meetings and activities offer the opportunity for CSPD stakeholders to communicate and collaborate with each other.

Montana is **supporting professionally rewarding career paths** through the development of the Montana Area of Permissive Specialized Competency (ASPC). Montana stakeholders hope to include this optional add-on to teacher licenses to identify those who have completed intensive coursework in mentoring and in teacher leadership and who have proven to be outstanding mentor teachers. While it is not envisioned that the Mentoring ASPC would carry additional compensation, these

teachers would be recognized as teacher leaders and would serve as resources for districts that need teacher leaders who still maintain a classroom presence.

December 5, 2008

Present: Aileen Couch, Karen Pickart, Susan Bailey-Anderson, Brenda Mast, Marco Ferro, Pete Donovan, Monica Pugh, BJ Granberry, Mary Ann Vester, Lori Salo, Suzanne Bobowiec, Vaughn Kauffman, Maria Pace, Elizabeth Keller, Mary Drysdale, Carol Smith, Martha Carstensen, Angela Walker, Dede Larson, Kristin Brook, Deb Roasler, Becky Squires (p.m.)

### **MEA/MFT:**

(**Marco Ferro**) MEA/MFT needs help in order to find out where the need is for para-training is concentrated. MEA will offer two or three trainings in the summer and training at the Educators Conference. If CSPD can notify MEA/MFT where the paras are meeting, MEA/MFT CAN SET UP TRAINING. \$100/\$150. There hasn't been training in Eastern MT for awhile. Martha Carstensen offered some help from MSU Billings for tribal contacts.

BJ offered to provide data to MEA/MFT from OPI which would tell where the concentration of paras is. MEA/MFT needs help for advertising the PASS Trainings. These trainings are for certification in Reading and Math. PASS trainings help prepare for the test. Qualification under Title I—a requirement for employment for paras who are paid under Title I. MEA website has a good description of the trainings. Send input to: [mferro@MEA-MFT.org](mailto:mferro@MEA-MFT.org).

There was a discussion as to the fact that there are many paras who have not taken the test. Some school districts object to training because of the cost. The window of opportunity for "grandfathering" has passed. CSPD and MEA need to keep offering the training because of the turnover of employees in the state. Susan, BJ and Marco will work together on getting the word out.

Susan passed out the packets that we are going to use to present about the Consortium and the Paraprofessional Website. Marco offered to put information into the packets about the PASS trainings. Could insert a slide into the power point.

### **MSU PARA PROJECT:**

(**Martha Carstensen**)

MSU-B offers an AA degree with a plan of study with 6-12 credit hours per semester. **ALL ONLINE**

First cohort of 13 has graduated and another 20 are coming through. All are maintaining a B or better average. The plan of study has been realigned the courses, so the paras can go on and get their BA. MSU-B is working on finding to help these students continue their studies.

When students are selected they will need two letters of recommendations. Need to be working in a para position in school districts. Possible summer work (Letter of interest, Educational philosophy, Technology skills-required)

MSU-B also offers KEY training and test to school districts.

Grant will end in 2012. Looking into other funding to help keep the AA training.

## **DAWSON COLLEGE:**

( Mary Ann Vester)

Some one credit courses, AA with Paraeducator Option, Some one- credit courses. Funding is limited.

**ONLINE COURSES...**can transfer credits to Dillon to go on for 4-year degree.

Co TOP Academies are offered for credit. Need more communication that this is available. The Consortium offers a flow sheet that tells how a trainer can offer an Academy for credit. Dawson has been very cooperative and the credits are \$52.20.

## **TITLE I:**

(BJ Granberry)

Clarified issue of qualified paras.

Paras must be under the direct supervision of a highly qualified teacher. Memo to superintendents and principals .

It is the responsibility of the district to employ highly qualified paras. Title I districts are required to set aside 5% of their budget for training of qualified paras. OPI will need to monitor this. If a district is in improvement status they MUST dedicate 10% of their funds for teacher and para training.

Federal Level of Title I wants the state to directly monitor the qualifications. They will be checking on this in the 09/10 school year. The districts may have to offer documentation over and above what they are doing now.

## **DOCUMENT OF PARTICIPATION:**

(Elizabeth Keller & Pete Donovan)

Passed out a sample certificate which includes a statement that the paraprofessional has met requirements in Reading, Writing and Mathematics or Reading Readiness, Writing Readiness, and Mathematics Readiness. within the school district and the person can take this to another district in order to prove that. they have taken courses.

Suzanne mentioned that speech aides might benefit from such a certificate.

There may be a time that the speech aides may have to meet the highly qualified requirements...

Marco mentioned that MEA could do a PASS training parallel to speech meetings. Pete mentioned that the U of M will be offering courses online.

Elizabeth said that the statutes are very clear for teachers and the certificate could be an answer to verification of highly qualified. It is NOT A CERTIFICATE- must be referred to a "**DOCUMENT**". It is incumbent on the para to include this document in their portfolio or packet...

Monica offered the suggestion that after the boxes there be left a blank in order to supply a more accurate description of how that was determined.

college certification could be attached to the document. Susan asked if the document would be on the para website, where we would put it and how to inform administrators. BJ and Pete offered to send out an official e-mail to superintendents etc. This document would not be an official OPI document, but one for the organization sponsoring it.

## **INDIAN ED FOR ALL:**

Online course...possible paras take the online course as well as teachers. Terry Fiske will report on this at the next meeting.

**Nancy Marks and Vaughn Kauffman created the Power Point for introducing the para Consortium to various groups. NEEDS ASSESSMENT chart is great...**

*Thanks for all your work !!!!!*

## **TRAINER OF TRAINERS:**

**(Brenda Mast)**

Brenda presented a power point on training trainers for the Co-Top Academies. She gave an overview and some ideas for presenting. The Academies have been loaded onto thumb drives and were given to the participants.

There are some missing items in some of the folders. Brenda and Angie will work on completing the folders. Nancy Marks may have more complete info.

[bmast@glendiveschools.com](mailto:bmast@glendiveschools.com)

[alw530@msn.com](mailto:alw530@msn.com)

[nmarks@mcps.k12.mt.us](mailto:nmarks@mcps.k12.mt.us)

## **HELENA SCHOOL DISTRICTS MODEL FOR TRAINING:**

Technology, Behavior , CPR , ETC.

Becky Squires suggested a cooperative relationship for the academies so we are not duplicating. Susan will look into this.

Love - we'll miss you guys!  
On to 2009!

December 2008

Christmas memories remind us of years past, this year more than ever:

Years that end with eight have special echoes in our family. In 2008 the election and the economy will be remembered for decades. For the Montana University System it is the renewal of the six-mill levy for higher education, every ten years since 1948. In 1978 and 1988 Hal and Jean Stearns loyally but alarmingly drove their little Honda to every county of the state cheerleading for the ballot issue. They would be proud that it passed again in hard times.

In 1958 Hal graduated from high school. We celebrated his 50th high school reunion with 26 out of 28 surviving classmates, a festive gathering.

In 1968 Sheila graduated from the university, and we were married two weeks later. Although a dark year in American history, it was a good year for us. This year the kids gave us tickets to Las Vegas. A highlight was the musical *Jersey Boys* which took us back to the music of the 60's. On the national scene, the big-doings in Chicago's Grant Park were a celebration, not a protest.

In 1978 Malin took her first steps and Scott started school. They and their spouses and children are doing well and live close by - very fun for us.

In 1988, way too long ago, we lost Marie, matriarch of the MacDonalds. Sheila became vice president of the University of Montana, and Hal had already been teaching for over 20 years, while rising in the ranks of the National Guard.

In 1998 Sheila interviewed for the presidency of Wayne State College. Very impressed, we up and moved to Nebraska. Hal was already guiding legions of tourists along the Lewis & Clark Trail. He still does, although not as many.

Late in 2008 we anticipate a challenging session of the Montana Legislature. Sheila's sister Margie, a newly elected legislator from Billings, will live with us during the session. We haven't been housemates for over 40 years; shop-talk and girl-talk this winter. The session ends in April if all goes well.

When it's below zero, it's hard to look ahead to the spring that will surely come. In these uncertain times, we especially pray for Peace on Earth, and sustenance, a warm home, and justice for all.

Blessings of the season to all of you and yours!

*Hal and Sheila Stearns*

*Sheila + Hal*

**Donovan, Pete**

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**From:** Downey, Jayne [jdowney@montana.edu]  
**Sent:** Friday, December 19, 2008 5:06 PM  
**To:** Donovan, Pete  
**Subject:** RE: Proposed draft rules for Mentor Teacher APSC

Dear Pete,

I am sorry it has taken me so long to respond to your request to review the APSC document.

I have looked over what you sent me and it matches exactly with what I shared with you earlier this fall.

Now I realize that due to my slow response, it may be too late to introduce any changes at this point. But if it is still possible to edit the document, I would suggest deleting (h) and incorporating those ideas into (c).

Thus, (c) could read as follows: **Demonstrate knowledge of the benefits and key elements of a mentoring program for the initial educator and the school district.**

I think this would help to streamline things and make the requirements more concise. Just a thought, for what it's worth!

Wishing you Happy Holidays!

Jayne

Dr. Jayne A. Downey  
C&I Graduate Program Leader  
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Montana State University  
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Bozeman, MT 59717  
Phone: (406) 994-7426  
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**From:** Donovan, Pete  
**Sent:** Monday, December 08, 2008 11:43 AM  
**To:** Downey, Jayne  
**Subject:** Proposed draft rules for Mentor Teacher APSC

Dr. Downey:

I attempted to incorporate the language you submitted to me that describes the necessary competencies for mentor teachers; into draft administrative language to create a new APSC for mentor teachers. I know you reported that the version I sent you earlier was missing some language, so please let me know if this language looks complete?

Thanks,

Pete

Peter Donovan, Administrative Officer  
Montana Board of Public Education

12/22/2008



Certification Standards and Practices Advisory Council

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Helena, MT 59620-0601

# **2007 ANNUAL REPORT**

*OF THE*

## **MONTANA CERTIFICATION STANDARDS AND PRACTICES ADVISORY COUNCIL**



*TO THE*

## **MONTANA BOARD OF PUBLIC EDUCATION**

*March 6, 2008*

# *TABLE OF CONTENTS*

|                                                               |          |
|---------------------------------------------------------------|----------|
| <i>Mission Statement.....</i>                                 | <i>3</i> |
| <i>Professional Educators of Montana Code of Ethics .....</i> | <i>4</i> |
| <i>Certification Advisory Council 2007 Membership.....</i>    | <i>5</i> |
| <i>CSPAC Goals and Strategies for 2007.....</i>               | <i>6</i> |
| <i>Highlights of 2007 CSPAC Meetings .....</i>                | <i>7</i> |

## *Mission Statement*

The mission of the Certification Standards and Practices Advisory Council is to study and to make recommendations to the Board of Public Education on certification issues concerning teachers, administrators and specialists; professional standards and ethical conduct; the status and efficacy of approved teacher education programs in Montana; and policies related to the denial, suspension and revocation of educator certification and the appeals process.

The Certification Standards and Practices Advisory Council will submit a report to the Board of Public Education with recommendations for the above areas at least once annually.



# **Professional Educators of Montana Code of Ethics**

## **Preamble**

Education in Montana is a public endeavor. Every Montanan has a responsibility for the schooling of our young people, and the state has charged professional educators with the primary responsibility of providing a breadth and depth of educational opportunities.

The professional conduct of every educator affects attitudes toward the profession and toward education. Aware of the importance of maintaining the confidence of students, parents, colleagues and the public, Montana educators strive to sustain the highest degree of ethical conduct. While the freedom to learn and the freedom to teach are essential to education in a democracy, educators in Montana balance these freedoms with their own adherence to this ethical code.

## **The Professional Educator in Montana:**

### **Makes the well-being of students the foundation of all decisions and actions.**

- Protects students when their learning or well-being is threatened by the unsafe, incompetent, unethical, or illegal practice of any person.
- Provides educational services with respect for human dignity and the uniqueness of the student.
- Safeguards the student's right to privacy by judiciously protecting information of a confidential nature.

### **Fulfills professional responsibilities with diligence and integrity.**

- Enhances individual competence by increasing knowledge and skills.
- Exemplifies and fosters a philosophy of education which encourages a lifelong pursuit of learning.
- Contributes to the development and articulation of the profession's body of knowledge.
- Promotes professionalism by respecting the privacy and dignity of colleagues.
- Demands that conditions of employment are conducive to high-quality education.

### **Models the principles of citizenship in a democratic society.**

- Respects the individual roles, rights, and responsibilities of the community; including parents, trustees, and colleagues.
- Assumes responsibility for individual actions.
- Protects the civil and human rights of students and colleagues.

**MONTANA CERTIFICATION STANDARDS AND  
PRACTICES ADVISORY COUNCIL**

**PO Box 200601  
46 North Last Chance Gulch  
Helena, Montana 59620-0601  
Telephone:(406) 444-6576  
Fax:(406) 444-0847**

**2007 MEMBERSHIP**

Dr. Douglas Reisig, Chair

Missoula  
School Administrator

Melodee Smith-Burreson, Vice-Chair

Missoula  
Elementary Teacher

Charla Bunker

Sun River  
Elementary Teacher

Mary Susan Fishbaugh

Billings  
Higher Education

Tonia Bloom

Corvallis  
School Trustee

Kim Warrick

Bozeman  
Reading Specialist

Judie Woodhouse

Polson  
Secondary Teacher

**CSPAC Staff:**

Peter Donovan  
E-mail: pdonovan@montana.edu

Administrative Officer

Anneliese Warhank  
E-mail: awarhank@montana.edu

CSPAC Administrative  
Assistant

## **CSPAC Goals for 2007-2008**

- 1) Study and make recommendations to the Board of Public Education on the status and efficacy of approved teacher educator programs in Montana.
- 2) Study and make recommendations to the Board of Public Education in the areas of precertification training and educational requirements and in certification renewal requirements and procedures.
- 3) Study and make recommendations to the Board of Public Education on policies related to the denial, suspension, and revocation of teachers' certificates and the appeals process.
- 4) Study and make recommendations to the Board of Public Education on the feasibility of establishing standards of professional practices and ethical conduct.
- 5) Study and make recommendations to the Board of Public Education on the status and efficacy of alternative and/or nontraditional teacher preparation opportunities.



# **HIGHLIGHTS OF 2007 CERTIFICATION STANDARDS AND PRACTICES ADVISORY COUNCIL MEETINGS**



## **Highlights of the January 16, 2007 CSPAC Meeting**

The Montana Certification Standards and Practices Advisory Council (CSPAC) met on January 16, 2007 at the Holiday Inn Express in Helena. The Certification Advisory Council, created by the 1987 Montana Legislature, is composed of seven members and meets quarterly. The Council makes recommendations to the Board of Public Education concerning licensure issues, professional practices, and ethical conduct for educators in Montana.

Currently serving on the Council are: Chair, Dr. Douglas Reisig, School Administrator, Missoula; Vice-Chair, Ms. Melodee Smith-Burreson, Teacher, Missoula; Ms. Charla Bunker, Teacher, Great Falls; Ms. Tonia Bloom, Trustee, Corvallis; Ms. Kim Warrick, Reading Specialist, Bozeman; Ms. Judie Woodhouse, Teacher, Polson; and Dr. Mary Susan Fishbaugh, Dean of Education, MSU-Billings. Ms. Melodee Smith-Burreson and Ms. Charla Bunker were absent at this meeting.

Visitors present include: Linda Peterson, OPI; Angela McLean, BPE member and teacher; Susan Cravens; Doretta Hofland; Pam Zolstra; Chris Lohse, OPI; Art Bangert, MSU; Pam Birkland, MSEL.

### **Executive Committee**

The Council approved the agenda and minutes; Mr. Peter Donovan went through the correspondence for the Council. The Council approved changes to the by-laws dealing with committee structure, as well as approving the Code of Ethics.

### **Administrative Officer's Report**

Mr. Peter Donovan gave an overview of his meetings attended and answered many questions about different groups he is part of. He gave the Council an update on planning progress for the 2007 NASDTEC Annual Conference. Mr. Donovan also spoke briefly about the need for the Council to be thinking of new research projects they'd like to have done and that the Braille instructors rule the Council moved ahead to the Board of Public Education was passed with no dissention.

### **Board of Public Education Report**



Mr. Steve Meloy spoke mainly about current bills in the Legislature and how they might affect the Board of Public Education and CSPAC. He spoke about SB152 and SB123, which highly favor education funding and full-day kindergarten, as well as several bills concerning: election of BPE members rather than appointment; building science curriculum on solid scientific facts; providing 30 minutes of physical activity to students daily; gun safety in schools; “volunteer” teachers; and allowing school districts to alternatively certify teachers. These last two bills sparked much discussion among the Council. Mr. Meloy informed the Council of the agency’s budget process this biennium, Diane Fladmo’s resignation, K to College Workgroup, Ed Forum meetings, and the agency’s possible new office space.

### **Achievement Presentation**

Mr. Chris Lohse, OPI, presented an informative and thought-provoking PowerPoint presentation to the Council. This presentation focused on minority achievement in Montana and several other states, gaps in Montana achievement, possible causes and risk-factor predictors, and possible solutions. The Council thoroughly appreciated the presentation and information provided them.

### **Field Experience Presentation**

Ms. Doretta Hofland and Ms. Susan Cravens spoke to the Council about their experiences observing student teachers. Both are retired teachers who contract with colleges and universities to observe, mentor, and grade students’ field experiences. Ms. Hofland and Ms. Cravens provided the Council with valuable insight into what makes a field experience “successful” and what are some traits of “good” student teachers.

### **Montana Commission on Teaching Committee**

Ms. Melodee Smith-Burreson and Ms. Judie Woodhouse will present a committee report at the March CSPAC meeting.

### **Licensure and Endorsement Committee**

Ms. Kim Warrick gave an update on the work of the Chapter 57 group and the next steps that will be taken.

### **Western States Certification Conference Report**

Mr. Peter Donovan, Dr. Douglas Reisig, and Ms. Kim Warrick spoke to the Council about the Western States Certification Conference they had just returned from. Mr. Donovan passed out copies of a book chapter written about NCLB in rural areas. Dr. Reisig praised the licensure specialists at OPI and all the work they do to help certify educators in Montana. Ms. Warrick spoke about how interesting it was, as a teacher, to see licensure from the other side of it. All three found it to be a beneficial and informative conference.

### **Professional Preparation and Continuing Development Committee**

Dr. Mary Susan Fishbaugh told the Council about the Higher Ed. Consortium meeting coming up in February and that she would have a report at the March meeting.

### **OPI Update**

Dr. Linda Vrooman-Peterson, OPI, presented an update on what OPI has been working on since the last CSPAC meeting. She spoke mainly about the PEPPS (Chapter 58), which was to be voted on by the Board of Public Education on Thursday, January 18, 2007. She also spoke about a couple of things that tied in with certification and licensure. Dr. Vrooman-Peterson handed out the proposed amendments for the Distance Learning and Technology Delivered rule the Board would move on also on Thursday.

### **MSELC Presentation**

Ms. Pam Birkland, MSELC, and Mr. Art Bangert, MSU, presented the findings of their research project to the Council. Montana Schools E-Learning Consortium sent out a survey to participants in their programs to determine the needs, wants, and challenges of participants in the MSELC program. Ms. Birkland also explained more in-depth how MSELC online courses work and explained the role of the facilitator in different course settings.

### **Public Comment on Items Within the Jurisdiction of CSPAC**

There was no public comment.

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## **Highlights of the March 8-9, 2006 CSPAC and Joint CSPAC/BPE Meeting**

The Montana Certification Standards and Practices Advisory Council (CSPAC) met on March 7, 2007, at the Front Street Learning Center in Helena, Montana, and met jointly with the Board of Public Education on the morning of March 8, 2007, also at the Front Street Learning Center in Helena. The Certification Advisory Council, created by the 1987 Montana Legislature, is composed of seven members and meets quarterly. The Council makes recommendations to the Board of Public Education concerning licensure issues, professional practices, and ethical conduct for educators in Montana.

Currently serving on the Council are: Chair, Dr. Douglas Reisig, School Administrator, Missoula; Vice-Chair, Ms. Melodee Smith-Burreson, Teacher, Missoula; Ms. Charla Bunker, Teacher, Great Falls; Ms. Tonia Bloom, Trustee, Corvallis; Ms. Kim Warrick, Reading Specialist, Bozeman; Ms. Judie Woodhouse, Teacher, Polson; and Dr. Mary Susan Fishbaugh, Dean of the College of Education, Montana State University-Billings, Billings. Ms. Bunker was absent at this meeting.

At the joint meeting with the Board of Public Education, the following BPE members were present: Chair, Ms. Patty Myers, Teacher, Great Falls; Vice-chair, Ms. Angela McLean, Teacher, Anaconda;

Mr. John Fuller, Teacher, Kalispell; Mr. Storrs Bishop, Realtor/Outfitter, Ennis; Ms. Jenny Tiskus, Student Representative, Polson; Ms. Linda McCulloch, Supt. of the Office of Public Instruction, Helena; Dr. Sheila Stearns, Commissioner of Higher Education, Helena.

### **Executive Committee**

Elections were held for new officers and Dr. Douglas Reisig was nominated and re-elected chairperson, while Ms. Melodee Smith-Burreson was nominated and re-elected vice-chairperson. The Council evaluated the progress it has made and is making on its current goals with the help of a write-up from Dr. Reisig. CSPAC members reviewed the Annual Report they would present to the Board the following day, which included some possible research projects for the Council to undertake.

### **Board of Public Education Report**

Mr. Steve Meloy was unable to meet with the Council due to Legislative hearings.

### **Administrative Officer's Report**

Mr. Peter Donovan gave the Council a brief overview of his meetings attended, as well as an update on the planning for the NASDTEC meeting. He also presented some information concerning paraprofessional certification/licensure in other states. A request was made to have Ms. Susan Bailey Anderson come speak at the next CSPAC meeting about the work of the paraprofessional consortium and their desires, as well as have Ms. Elizabeth Keller speak about the implications for the licensure office and have someone from the field speak, preferably Ms. Becky Squires (Paraprofessional of the Year).

### **Troops to Teachers Presentation**

Mr. Le Gaub from MSU gave the Council information on the Troops to Teachers program and the Northern Plains Region that he serves. He explained to the Council: who is eligible for the program, financial assistance, how the program is organized, where the teachers are, and other information. He also told the Council he would get them national retention rates from the national data center.

### **OPI Update**

Dr. Linda Vrooman Peterson spoke to the Council about the Special Education HQT issue, the NCATE Institutional Orientation, and the Elementary Education program at Salish Kootenai College that is up for approval, which led to questions about NCATE and state accreditation. Dr. Peterson also talked about Praxis II and the Distance-Learning rule, which garnered a lengthy discussion on distance- and online-courses, online providers, certification/licensure, etc.

### **Montana Commission on Teaching Committee**

Ms. Melodee Smith-Burreson and Ms. Judie Woodhouse presented their idea for a research project exploring the benefits of mentoring and several other variables concerning student achievement and teacher retention. Ms. Nikki Sandve, OPI, gave the Council information on current mentoring projects being done at OPI, including the Mentoring Task Force and the Mentor Institute. A “Trainer of Trainers” program is scheduled for July in Helena and the Mentor Institute will be held in Great Falls August 14-16.

### **Licensure and Endorsement Committee**

Ms. Kim Warrick told the Council where the Chapter 57 preliminary work currently stands. Lists of possible reviewers have been formulated and will go out for approval. The work will pick up after the Legislative session is over.

### **Professional Preparation and Continuing Development Committee**

Dr. Mary Susan Fishbaugh told the Council about the Higher Education Consortium meeting to be held at the Kwa Tuk Nuk in Polson on May 30-31.

### **Public Comment on Items Within the Jurisdiction of CSPAC**

Dr. Linda Peterson – OPI – was pleased that CSPAC moved its July meeting from July 6 to July 19.

### **Joint CSPAC/BPE Meeting**

The Board members and the Council members introduced themselves and their positions in the education community. Dr. Douglas Reisig presented the Annual Report to the Board, highlighting the higher education position and the Code of Ethics review that is done yearly. He then reviewed the meeting that was held the previous day, focusing on the PEPPS process, Chapter 57, the Troops to Teachers program, the American Council on Special Education, the NASDTEC conference, the Montana Educator Forum, and the Mentoring Institute. Dr. Reisig also highlighted the presentations CSPAC has heard, especially the MSU-Billings special education survey, Chris Lohse’s achievement presentation, the MSEL survey, and Denise Juneau’s overview of OPI’s Indian Education for All work. He also told the Board about the Council’s distance-learning discussion, which prompted another lengthy discussion, and that the CSPAC is willing to work at the Board’s pleasure on the issue of distance-learning. Dr. Reisig presented the Council’s goals and the current progress on them; he also explained some possible research topics and asked for the Board’s ideas on where to go from there. Dr. Reisig ended the joint meeting with a “Did You Know” PowerPoint presentation explaining some changes in education, how CSPAC ties in with them, and why CSPAC is important to the Board and education.

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## **Highlights of the July 19, 2007** **CSPAC Meeting**

The Montana Certification Standards and Practices Advisory Council (CSPAC) met on July 19, 2007, at the Red Lion Colonial Inn in Helena, Montana. The Certification Advisory Council, created by the 1987 Montana Legislature, is composed of seven members and meets quarterly. The Council makes recommendations to the Board of Public Education concerning licensure issues, professional practices, and ethical conduct for educators in Montana.

Currently serving on the Council are: Chair, Dr. Douglas Reisig, School Administrator, Missoula; Vice-Chair, Ms. Melodee Smith-Burreson, Teacher, Missoula; Ms. Charla Bunker, Teacher, Great Falls; Ms. Tonia Bloom, Trustee, Corvallis; Ms. Kim Warrick, Reading Specialist, Bozeman; Ms. Judie Woodhouse, Teacher, Polson; and Dr. Mary Susan Fishbaugh, Dean of the College of Education, Montana State University-Billings, Billings. Ms. Warrick was absent at this meeting.

### **Paraprofessional Panel**

Ms. Elizabeth Keller, Ms. Nancy Marks, and Ms. Beckie Squires spoke to the Council about: the Paraprofessional Consortium, its goals, its resources, current achievements; the issues facing paraprofessionals, especially the portability of “highly qualified” status; the possibility of state-level recognition for paraprofessionals; the PASS program, which consists of a reading and a mathematics component; the state requirements of paraprofessionals; and a needs assessment that will be done in the fall.

### **The Vanishing Breed Presentation**

Dr. Claudette Morton presented her recently concluded research on the salary and benefits of small/rural school employees. The research was conducted via a survey sent to districts that had multi-grade or one-room small schools. Some highlights include:

- there are 114 independent elementary school districts supervised by the county superintendents;
- size of these districts varies from one student to 146 students;
- number of teachers varies from 1 in the smallest district to 15.5 in the largest district;
- lowest annual salary is \$13,000 with only housing provided and no other benefits;
- highest annual salary is \$53,848 with benefits.

### **Executive Committee**

The Council chose, by acclamation, to keep the committee appointments as they currently stand. The Council approved Mr. Peter Donovan’s attendance of the NASDTEC Professional Practices Institute in October. A tentative meeting schedule was set as follows:

- Wednesday-Thursday, October 10-11, 2007, in Missoula (with the Council of Deans)
- Thursday, January 17, 2008, in Helena
- Wednesday-Thursday, March 5-6, 2008, in Helena (with the Board of Public Education)
- Thursday, July 24, 2008, in Helena

The Council agreed to keep the same five general goals and to solidify the specific goals at the fall meeting. A suggestion was made to examine a couple areas of the National Council on Teacher Quality report at each meeting, as well as suggestions about research concerning Braille instructors and concerning mentoring.

## **Board of Public Education Report**

Mr. Steve Meloy spoke to the Council about the latest and on-going work of the Board of Public Education. Some highlights include: Phase II of the Distance Learning Task Force; K-College workgroup; Counsellorship Initiative of the former P-20 workgroup; Writing Proficiency work; meeting with Governor's office to review legislative session and outcomes; and refining license denial process/appeal process.

## **OPI Update**

Dr. Linda Vrooman Peterson updated the Council on the Office of Public Instruction and its current work. OPI is currently in the process of reviewing, interviewing, and hiring people for the six curriculum specialist positions. The six curriculum areas are mathematics, communication arts, science, middle school/at-risk, kindergarten, and library media.

## **Administrative Officer's Report**

Mr. Peter Donovan briefed the Council on his meetings attended and provided a short review of the NASDTEC annual conference. He also updated the Council on the NASDTEC Mobility Study and the meeting he will attend for the presentation of the final draft of the study. Mr. Donovan also explained that he may have to do more traveling in the upcoming year due to his NASDTEC presidency and that he would ask for the Council's and for Mr. Meloy's approval for specific trips.

## **Montana Commission on Teaching Committee**

Ms. Melodee Smith-Burreson and Ms. Judie Woodhouse spoke to the Council about the NCTAF symposium they attended, along with Mr. Donovan. Ms. Woodhouse and Ms. Smith-Burreson talked specifically about an informational map they received and a work shop they attended entitled "Is Mentoring Worth the Money". Ms. Smith-Burreson and Ms. Woodhouse also spoke extensively about components of a successful mentoring program, some examples of exemplary programs, and some preliminary research that could be done before suggesting a direction for a full-blown mentoring research project. Ms. Smith-Burreson's husband provided the Council with some maps depicting Montana educational data, such as enrollment, student density, beginning salaries, and some 2000 census data.

## **Licensure and Endorsement Committee**

Ms. Elizabeth Keller gave the Council a brief update and timeline of the Chapter 57 Review project. Ms. Keller also provided the Council with a handout depicting the goals of the individual workgroups connected with the Chapter 57 review.

## **Professional Preparation and Continuing Development Committee**

Dr. Mary Susan Fishbaugh spoke briefly about the Higher Education Consortium that met in May. She mentioned some of the presenters, the Reading First report, and discussion of some chronic issues with OPI endorsement.

### **Public Comment on Items within the Jurisdiction of CSPAC**

There was no public comment.

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## **Highlights of the October 10 & 11, 2007 CSPAC and Joint Council of Deans Meeting**

The Montana Certification Standards and Practices Advisory Council (CSPAC) met on October 10-11, 2007, at the University of Montana in Missoula, Montana. On the afternoon of October 10, 2007, the CSPAC met jointly with the Council of Deans of Higher Education. The Certification Advisory Council, created by the 1987 Montana Legislature, is composed of seven members and meets quarterly. The CSPAC makes recommendations to the Board of Public Education concerning licensure issues, professional practices, and ethical conduct for educators in Montana.

Currently serving on the Council are: Chair, Dr. Douglas Reisig, School Administrator, Missoula; Vice-Chair, Ms. Melodee Smith-Burreson, Teacher, Missoula; Ms. Charla Bunker, Teacher, Great Falls; Ms. Tonia Bloom, Trustee, Corvallis; Ms. Kim Warrick, Reading Specialist, Bozeman; Ms. Judie Woodhouse, Teacher, Polson; and Dr. Mary Susan Fishbaugh, Dean of the College of Education, Montana State University-Billings, Billings.

Meeting attendees included: Provost Royce Engstrom, University of Montana-Missoula; Dr. Larry Baker, MSU-Bozeman; Dr. Lynette Zuroff, Carroll College; Dr. Roberta Evans, University of Montana-Missoula; Dr. Barbara Vail, Rocky Mountain College; Cindy Dell, Salish Kootenai College; Dr. Robert Carson, MSU-Bozeman; Bonnie Graham, MSU-Billings; Tracy Grazley, University of Montana-Western; Ms. Angel Turoski, University of Great Falls; Dr. Linda Peterson, OPI; Mr. Larry Nielsen, MEA-MFT; Mr. Erik Burke, MEA-MFT.

### **Joint CSPAC/ Council of Deans Meeting, October 10, 2007**

The CSPAC and Council of Deans discussed the current goals for each respective group as well as strategies for enhancing communication and collaboration of K-12 and Higher Education stakeholders. Other topics discussed included the following topics: An update of the ongoing review of educator licensure rules in Chapter 57 of the administrative Rules of Montana; a review of a report by the National Council for Teacher Quality; a summary of an AACTE Accreditation Forum in Washington, D.C.; and an overview of proposed changes to federal laws contained in the ESEA Reauthorization Bill that is in Congress. The University of Montana sponsored a reception for CSPAC and the Council of Deans at Shadows Keep in Missoula.

## **CSPAC Meeting, October 11, 2007**

### **Executive Committee**

Dr. Douglas Reisig recapped the Joint CSPAC and Council of Deans meeting and conducted a review of the CSPAC bylaws. Dr. Reisig also led discussion of the CSPAC goals and will work with CSPAC to solidify the specific short-term CSPAC goals to be accomplished in 2008.

### **Administrative Officer's Report**

Mr. Donovan provided CSPAC with a summary of meetings he has attended since the July CSPAC meeting and with an update on his activities with NASDTEC.

### **Board of Public Education Report**

Mr. Steve Meloy was attending the NASBE Annual Conference in Philadelphia, so Mr. Donovan presented Mr. Meloy's report on Phase II of the Distance Learning Task Force and an update on the process for implementation of the Quality Educator Loan Assistance Program.

### **OPI Update**

Dr. Linda Vrooman Peterson updated the Council on the Office of Public Instruction and its current work.

### **Montana Commission on Teaching Committee**

Ms. Melodee Smith-Burreson and Ms. Judie Woodhouse spoke to the Council about the NCTAF Symposium they attended, along with Mr. Donovan. Ms. Woodhouse and Ms. Smith-Burreson talked specifically about an informational map they received entitled, "2006-2016 Map of Future Forces Affecting Education". Ms. Smith-Burreson and Ms. Woodhouse also spoke about state conferences they attended on the subject of teacher mentoring. The Committee also discussed surveying Montana school districts to determine the status of mentoring programs in the state. Data gathered from these surveys will be utilized to develop a CSPAC research project on teacher mentoring. Dr. Reisig, Ms. Woodhouse, Dr. Fishbaugh and Mr. Donovan discussed their participation in the 2007 Educator Forum that was hosted in Helena on September 28.

### **Licensure and Endorsement Committee**

Ms. Kim Warrick gave the Council a brief update and timeline for the ongoing review of teacher licensure policies by the Chapter 57 Review Committee.

### **Pre-Professional Preparation and Development Committee**



Ms. Charla Bunker discussed the need for addressing appropriate manner of dress with incoming teachers across the state. The Council agreed the talk should start at the student teaching level. Bonnie Graham of MSU Billings agreed to present the Power Point shown to students at MSU Billings at the next CSPAC meeting in January.

## **Professional Educators of Montana Code of Ethics**

### **Preamble**

Education in Montana is a public endeavor. Every Montanan has a responsibility for the schooling of our young people, and the state has charged professional educators with the primary responsibility of providing a breadth and depth of educational opportunities.

The professional conduct of every educator affects attitudes toward the profession and toward education. Aware of the importance of maintaining the confidence of students, parents, colleagues and the public, Montana educators strive to sustain the highest degree of ethical conduct. While the freedom to learn and the freedom to teach are essential to education in a democracy, educators in Montana balance these freedoms with their own adherence to this ethical code.

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- ☐ Respects the individual roles, rights, and responsibilities of the community; including parents, trustees, and colleagues.
- ☐ Assumes responsibility for individual actions.
- ☐ Protects the civil and human rights of students and colleagues.



## — Montana Office of Public Instruction —

Linda McCulloch  
State Superintendent

Dear Fellow Educator:

I enclose your current Montana Educator License, issued pursuant to Mont. Code Ann. §20-4-103.

Before becoming Montana's Superintendent of Public Instruction, I spent 20 years as a Montana teacher. You won't find anyone more convinced of the importance of educators to our children and our communities than me. So, it is from the bottom of my heart that I express my appreciation and gratitude to you for being a professional educator. Over 170 years ago, Abraham Lincoln said this about education: "Upon the subject of education, . . . I can only say that I view it as the most important subject which we as a people can be engaged in." Nothing has changed since that time -- public education remains a cornerstone of our democracy.

On the reverse of this letter is reprinted the *Professional Educators of Montana Code of Ethics*. The Certification Standards and Practices Advisory Council of the Montana Board of Public Education developed this Code in 1997. We distribute the Code to you as a courtesy to the Council and the Board. In addition to your statutory duties as an educator, the Code gives you guidance in your professional life.

If you ever need assistance from my staff or me, please contact us. Our website at <http://www.opi.mt.gov> contains a great deal of information that may be of help to you. Again, please accept my sincere appreciation for the role you play in our profession. Good luck and enjoy our profession!

Best wishes,

A handwritten signature in cursive script that reads "Linda McCulloch".

Linda McCulloch  
Superintendent of Public Instruction

## **SHORT TERM CSPAC GOALS FOR 2009**

- **Mentoring**
- **Dual Enrollment**
- **National Education Association Study on Teacher Retention**
- **Sign Language Standards**
- **10.55.716(A)(B) Definition**
- **OPI Information on Teacher Retention During First 5 Years**
- **OPI Website Explanation**
- **Look at School Mentor Programs Throughout the State**

## **Highlights of the November 14, 2008 Sign Language Interpreters Standards Workgroup Meeting**

The Certification Standards and Practices Advisory Council, along with the Office of Public Instruction, called together the Sign Language Interpreters' Working Group Meeting on November 8, 2008 at the OPI Certification Building Conference Room, 1201 11<sup>th</sup> Avenue in Helena, MT. Meeting attendees included: Douglas Reisig, Superintendent of Hellgate Public Schools and CSPAC Chairman; Bonnie Christensen, Vice President, Montana Registry of Interpreters for the Deaf; Char Harasymczuk, President, Montana Association for the Deaf; Connie Hiett, parent of hearing impaired child; Steve Gettel, Superintendent, Montana School for the Deaf and Blind; Vern Beffert, Director, Park County Cooperative; Pete Donovan, Administrative Officer to CSPAC; Tim Harris, Director of Special Education for OPI; Marilyn Pearson, OPI Special Needs; Mary Morrison, Associate Director, PEPNet-West U of M; Missy Grinnell and Tricia Smith, interpreters from MRID; and Anneliese Warhank, CSPAC Administrative Assistant. Dr. Leilani Johnson from the University of Northern Colorado joined the meeting at 1 p.m. via conference call.

### **Overview of Emailed Material**

The group spoke about the amount of time an average interpreter would take to improve their score on the EIPA. OPI pays for an individual to take the EIPA once every two years but a person can opt to take it more frequently than that at their own expense. Although the state only accepts the oral exam, there is a written exam offered which covers ethical issues and how to handle certain situations, amongst other issues. Ms. Pearson explained the state only accepts the oral because when the exam was first developed, there was no written portion. Many in the group felt the written exam should be considered since interpreters will need to know how to act should something happen in the classroom. The access to training is another concern of the group as there is no formal training offered at any university or college in the state. The University of Northern Colorado does offer an online distance program for interpreters and the group decided to ask Dr. Leilani Johnson about the cost of the EIPA written exam and about how long it takes the typical person to improve their EIPA score during the conference call.

### **Review of Proposed Language – Dr. Douglas Reisig**

1. A proposed effective date for the standards was added with a preliminary date of July 1, 2011. The word "Test" was deleted from the end and replaced with "(EIPA)". Since the group all felt the written portion of the EIPA was essential, "passing of the written assessment." was added at the very end of #1. During discussion on #3 the group decided to add "notwithstanding Section 3" to the beginning of the rule.
2. The word "No" was struck from the beginning as well as "shall be". This was to keep schools from finding loop holes in the system. The group felt although the use of an online interpreter could be quite pricey, it is a good alternative to either having no interpreter, or having an under qualified interpreter who may actually be damaging to the child's learning process. Finally "shall meet the standards in Section #1." was added at the very end.
3. The section was completely re-written to say "No individual shall be assigned as a sign language interpreter unless he/she has met a minimum of a 2.5 on the EIPA."

4. After asking Dr. Johnson, the group decided to state an interpreter has three years to improve their scores instead of four. They also chose to strike “from the date that...Assessment (EIPA) Test.” This portion was replaced with “A person assigned to provide educational sign language interpreting with a student shall have three (3) years to demonstrate competency as described in section #1.
5. The second part of the rule, beginning with “monitoring appropriate”, was rewritten to say “providing appropriate assignment of personnel (directly) and/or use of appropriate technologies.”
6. All of #6 was struck since this was covered in #4.
- 6 (originally 7). The rule was rewritten to state “Individuals who have satisfied requirements found contained in Section #1 and seek to remain eligible to work with the hard of hearing and/or deaf students are responsible for documenting a completion of twelve (12) hours per year related to the improvement of educational interpreting, performance, and knowledge skills. Such individuals will provide documentation of completion to their employing school district, cooperative, and/or contracting agency.
- 7 (originally 8). “Section #7” was re-written to say “Section #6” after the deletion of the original #6.
8. The group felt it should restate the effective date so #8 reads “The above mentioned rules take effect July 1, 2011.”

### **Teleconference with Dr. Leilani Johnson of Northern Colorado University**

Dr. Reisig asked Dr. Johnson about the average time someone needs to improve their EIPA score. Dr. Johnson explained that as an individual scores higher and higher on the test, it will most likely take them a longer length of time to improve their score even more. She felt three years would be an acceptable amount of time for someone to improve, as long as the training they receive has both scope and sequence and the interpreter is diligent in their studies. The group spoke briefly about continuing education units (CEU) and how many an interpreter should be required to earn during a five year window. The group then discussed the written portion of the EIPA. Dr. Johnson felt it was an essential part of the test as it shows their professional skills. The test (a pass/fail exam) can be taken anywhere a proctor can be found and results are very fast.

### **Discussion of Next Steps**

Dr. Reisig said he will revise the proposed rules with the changes suggested at the day’s meeting. He will then email the revised document to the rest of the group for review.

### **Set Date for Next Meeting**

The next meeting date has been set for Wednesday, January 14<sup>th</sup>, from 10 a.m. to 3 p.m. at the OPI Licensure Office, 1201 11<sup>th</sup> Ave.

**Pete Donovan Meetings Attended**  
**10/24/08 to 01/15/09**

|                                                       |           |
|-------------------------------------------------------|-----------|
| 1. Teacher Mentor APSC Meeting                        | 10/27/08  |
| 2. Chapter 57 Presentation Review                     | 11/03/08  |
| 3. Class 8 Implementation Meeting                     | 11/03/08  |
| 4. Montana Learning First Alliance                    | 11/05/08  |
| 5. Board of Public Education Meeting, Helena          | 11/6,7/08 |
| 6. Class 8 Implementation Meeting, OPI                | 11/12/08  |
| 7. Sign Language Interpreters Work Group              | 11/14/08  |
| 8. Governor's Award For Excellence                    | 11/17/08  |
| 9. Meeting on Standards for School Counselors         | 11/17/08  |
| 10. Class 8 Implementation Meeting, Bozeman           | 11/18/08  |
| 11. Montana Learning First Alliance, Bylaws Committee | 11/26/08  |
| 12. Paraprofessional Consortium                       | 12/05/08  |
| 13. Education Forum                                   | 12/09/08  |
| 14. Montana Learning First Alliance                   | 12/09/08  |
| 15. Class 8 Implementation Meeting                    | 12/09/08  |
| 16. Class 8 Implementation Meeting                    | 12/10/08  |
| 17. Chapter 57, Class 3 Language Review               | 12/16/08  |
| 18. Transition to State of Montana Computer Network   | 12/18/08  |
| 19. Legislative Auditor, Dual Enrollment              | 12/30/08  |
| 20. Reception for Superintendent Denise Juneau        | 01/05/09  |
| 21. Board of Public Education, Helena                 | 01/8,9/09 |
| 22. Sign Language Interpreters Work Group             | 01/14/09  |

***MONTANA BOARD OF PUBLIC EDUCATION  
CERTIFICATION STANDARDS AND PRACTICES ADVISORY  
COUNCIL***

**B Y L A W S**

**ARTICLE I. NAME**

The name of the organization shall be the Montana Certification Standards and Practices Advisory Council.

**ARTICLE II. PURPOSE**

The Montana Certification Standards and Practices Advisory Council, hereinafter referred to as the Council, has been formed in accordance with 2-15-1522 MCA, ~~pursuant to 2-15-122(10) MCA, the Council shall exist and be extended by the Board of Public Education on an interval period not to exceed two years,~~ and shall have as its purposes:

- A. To study and make recommendations to the Board of Public Education in the following areas:
1. Teacher certification standards, including, but not limited to, precertification training and education requirements and certification renewal requirements and procedures;
  2. Administrator certification standards, including, but not limited to, precertification training and education requirements and certification renewal requirements and procedures;
  3. Specialist certification standards, including, but not limited to, precertification training and education requirements and certification renewal requirements and procedures;
  4. Feasibility of establishing standards of professional practices and ethical conduct;
  5. The status and efficacy of approved teacher education programs in Montana; and
  6. Policies related to the denial, suspension, and revocation of teaching certification and the appeals process. For the purpose of preparing recommendations in this area, the Council is authorized to review the individual cases and files that have been submitted to the Board of Public Education.



- B. To submit a written report with its recommendations annual and at other appropriate times to the Board of Public Education.

### **ARTICLE III. MEMBERSHIP**

- A. **Membership.** The Council shall consist of seven members appointed by a majority vote of the Board of Public Education. The membership must include:

- 1. Three teachers engaged in classroom teaching, including:
  - a. one who teaches within kindergarten through grade 8;
  - b. one who teaches within grade 9 through 12; and
  - c. one additional teacher from any category in subsection (2) (a) or (2) (b) of 2-15-1522 MCA.
- 2. one person employed as a specialist or K-12 specialist;
- 3. one faculty member from an approved teacher education program offered by an accredited teacher education institution;
- 4. one person employed as an administrator, with the certification required in 20-4-106 (1) (c); and
- 5. one school district trustee.

- B. **Tenure.**

- 1. The term of office of an appointed member is three years. If a vacancy occurs on the Council, the Board of Public Education shall appoint a person from the category of membership in which the vacancy occurred to serve the unexpired term. Regular appointments shall begin June 1 and end May 31 of the third year of the term.
- 2. Any member desiring to resign from the Council shall submit his/her resignation in writing to the Council and to the Board of Public Education.

- C. **Compensation.** Council members are entitled to travel expenses incurred for each day of attendance at Council meetings or in the performance of any duty or service as a Council member in accordance with 2-18-501 through 2-18-503 MCA. Eligible Council members are also entitled to per diem for each day of attendance at Council meetings, not to exceed eight days per year, in accordance with 2-15-122 MCA.

- D. In order to receive reimbursement or compensation for out-of-state activities, the Council member must obtain the approval of the Council Chairperson and the Council Administrator in advance of undertaking the activity.

#### **ARTICLE IV. MEETINGS**

- A. **Meetings.** The Council shall meet quarterly and at other times as may be required for the proper conduct of the business of the Council at the call of the chairperson. Such business may include, but not be limited to:
1. Information, discussion, and action on matters related to the purposes of the Council described in Article II;
  2. Election of officers and appointments to committees as described in Article V;
  3. Apprising the Board of Public Education of budgetary needs of the Council and making recommendations on a preliminary budget;
  4. Reviewing Council Budget on an ongoing basis for further recommendations to the Board.
- B. **Quorum.** A quorum for a meeting shall be not less than four Council members.
- C. **Notice.** Each member of the Council shall be given written notice stating the place, day, and hour of any regularly scheduled meeting at least 10 calendar days prior to the meeting. It shall be delivered by mail to the last known address of each member.
- D. **Absence.** Recognizing the value of his/her contribution to the business of the Council, each Council member shall be responsible to notify the chairperson in advance of any anticipated absence from a scheduled meeting. If a member is absent from three consecutive scheduled meetings, his/her membership shall be subject to review by the Board of Public Education to determine if the member's office shall be deemed vacant. If deemed vacant, the vacancy shall be filled in accordance with Article III, Section B.
- E. **Special Meetings.** Special meetings may be called by the Chairperson of the Council or by a request in writing of two regular appointed members. When necessary the Council may hold meetings for resolution of specific agenda items either by a meeting in person, by conference call or by a combination of both. In the case of a special meeting, the administrative officer shall notify each regular member either by mail or by telephone sufficiently in advance of the meeting to allow all council members to travel to the meeting site from their principal Montana residence.

In the case of a conference call, forty-eight hours prior to the meeting shall be

deemed sufficient notice.

**F. Meeting Procedure.**

1. Meetings of the Council shall be governed by the following rules:

- a. The chair or vice-chair shall preside at all meetings. In their absence, a temporary presiding officer shall be selected by the membership.
- b. The presiding officer shall neither introduce nor second a motion.
- c. A motion shall require a simple majority of those present to pass.
- d. Any motion shall be in order as long as no previous motion is on the floor.
- e. Minutes shall be taken at all open sessions of the Council. The minutes shall be made available for public inspection by the Board of Public Education, subject to reasonable regulation in the time and manner of inspection.
- f. The current edition of Robert's Rules of Order shall prevail on questions of parliamentary procedure.

2. The regular order of business shall be as follows:

1. Call to order
2. Roll Call
3. Approval of the minutes of the preceding meeting
4. Agenda adoption
5. Agenda
6. Date and place of next meeting
7. Adjournment

3. An agenda shall set the structure for meetings of the Council.

- a. A tentative agenda shall be prepared as the last item of business by the Council at each regularly scheduled meeting.
- b. The tentative agenda may be modified by the membership through written notice at least 20 days prior to the meeting, at which time the tentative agenda, as modified, becomes the proposed agenda.

- c. The proposed agenda shall be included with the written notice of meeting required in Section C of this article.
- d. Persons or organizations desiring to address the Council may be placed on the proposed agenda by making a written request to a member. The Council member will present the request to the chair to be considered at the time of approval of the proposed agenda.
- e. The proposed agenda becomes the approved agenda by a majority vote of Council members at the beginning of the meeting.
- f. Whenever possible, support materials for the agenda shall be in graphic and/or written form and readily available to the membership.

## **ARTICLE V. ORGANIZATION**

### **Section A. Officers.**

- 1. The Council shall select, by majority vote, a chair and vice-chair from its appointed members annually during the spring meeting of each year.
- 2. The term of elective office shall be for one year and an officer may not serve more than ~~two~~ **six** consecutive years.
- 3. The chair shall be the presiding officer and shall preside over all regular, special, and public meetings of the Council. The vice-chair shall perform the functions of the chair in the absence of the chair.

### **Section B. Committees.**

- 1. At the beginning of the chair's term, and as vacancies occur, the chair shall, with concurrence of a majority of the Council, appoint the committee chairs.
  - a. The Pre-Professional Preparation and Development Committee will initiate studies and recommendations on precertification training and education requirements for teachers, administrators and specialists.
  - b. The Licensure and Endorsement Committee will initiate studies and recommendations on types and alignments of certification and

endorsements.

- c. The Montana Commission on Teaching will address issues critical to Montana's teaching profession in accordance with the Montana partnership agreement between the CSPAC and the National Commission on Teaching America's Future. The Board of Public Education will administer funds allocated to the Montana Commission on Teaching.
2. The chair of the Montana Commission on Teaching must be a CSPAC member.
3. The Chair may appoint Special Committees as needed that will allow in-depth study of issues that are the responsibility of the standing committees.
4. The Executive Committee shall consist of the chair and vice-chair. The Executive Committee shall be responsible for presenting budgeting proposals to the Council and to the Board of Public Education. The Executive Committee shall be responsible for performing other duties as assigned by the chair or Council.
5. The committees will meet at times agreed upon by the majority of the committee. The Council Chair and Executive Secretary of the Board of Public Education shall be informed of the purpose, time and place of all committee meetings.

#### **ARTICLE VI. ASSISTANCE**

The Council may request research, administrative, and clerical staff assistance from the Board of Public Education.

#### **ARTICLE VII. COMMUNICATIONS**

These bylaws may be added to or amended by a two-thirds majority vote of the entire Certification Standards and Practices Advisory Council provided that the proposed amendment is sent in writing to all members of the Certification Standards and Practices Advisory Council at least seven days in advance.

## **Executive Secretary's Report**

Thursday, January 8, 2009

By: Steve Meloy/ Executive Secretary

The Board worked in concert with OPI and partners to develop an implementation of the work of the Distance Learning Task Force Phase II amendments to Chapter 55 and specifically Chapter 57 which resulted in the adoption of new category of K-12 licensure. Work is contemplated for the continued implementation of the rule and will designate members of CSPAC as the core of the review committee. Work continues with legislative oversight committees specifically to our strategic planning and combining efforts with the five-year planning process and the filing of a strategic planning document for information technology for the next biennium. Our planning work will be evaluated by the Legislative Finance Committee in the first part of the 2009 session. The subcommittee with which we have worked consists of only one legislator, Senator Wanzenreid. I reported out to the Senator and advised him of the difficulties that we face to unilaterally guarantee 100% compliance with our standards each year. The specific request of the committee chair is for the Board to demonstrate the status of those schools in deficiency accreditation status in the 06-07 school year and whether or not the deficiency has been corrected. I wrote the Senator and copied the whole committee on a position in this regard. We have responded to an invitation from the Education and Local Government Interim Committee to an Education Conference to be held in Helena on January 10, 2009. We will develop a bill tracking process in our office and develop a legislative strategy for responding to inquiries and lobbying certain bills. The Education and Local Government Committee remains engaged in a process with our partners at OCHE about college preparedness and how to reduce remediation rates on campus and envision that a paper be prepared to articulate shared goals in this regard. The paper is to be prepared at the end of the 09 legislative session. This work spills over into the "leaky pipeline" and post-secondary readiness work of the K-College Workgroup. Work continues in the coordination with OPI on an assessment working group to continue identifying appropriate and meaningful assessments for all of our students. OPI has delivered to the Board recommendations in this regard. An assessment task force has been appointed. The new curriculum specialists will be involved with assessment and that should be helpful even though recruiting for these positions have been difficult. The CSPAC crew continues their work with the licensure folk at OPI to continue the important review and modification process tied with Chapter 57 which will be before the Board as a discussion item this meeting. We continue to work with our attorney and outside legal counsel in the processing of revocations and appeals of license denials brought before the Board. One case has been appealed to the First Judicial District for judicial review. We have continually advised the OBPP office of our need for increased appropriation for the next biennium. We intend to convene a second statewide meeting regarding information surrounding "threshold" behaviors of educators which may constitute a breach of safety for public school students and the next meeting will be after the major work surrounding Chapter 57 has been completed. The next legislative promises to be demanding one upon the board and its resources. Senator Laible has a bill

draft in to limit the constitutional power and authority of the board in regard to rule making.

Board work continues to include but is not limited to: Implementation of the new rule for post-secondary faculty and the development of an intake document for licensure; strategic planning meeting; school safety issues; wrap-up the Distance Learning Phase II Task Force; work with the Interim Committee on Legislative Finance; designing performance measures to the satisfaction of the LFD; planning for the BPE's five year planning process; the future of the NRT as well as future assessments to inform instruction; total review of Chapter 57; the K-College Workgroup; the dual enrollment/credit work; the counsellorship initiative; the assessment alignment work; MSDB coordination and oversight; MSDB strategic planning; the previous Interim Committee work follow-up and monitoring the MQEC and their efforts; CSPAC Assessment Study Group; Pilot (Praxis II) testing efforts; NCLB implications and future reauthorization of ESEA; the work of the Montana E-Learning Consortium and its future; meetings of the Ed Forums; the Special Purpose Schools Task Force; Chapter 55 review process; the PEPPS Review Advisory Panel; involvement with planning for NASBE's annual meeting; the monitoring of the writing assessment consortia project; the writing implementation committee work; monitoring the Indian Education For All efforts; the High School Improvement Initiative; results of the Legislative Audit Committee on high school drop-out rate in Montana and data alignment between OCHE and OPI; performance-based budgeting proposals and preparation of a template for the 2009 session; worked on project to implement the teacher loan repayment plan found in SB 2; work on issues revolving around "alternative to our standards" requests; ongoing questions related to the bullying issue; financial education curricular concerns; school nutrition and physical education; civic education; site planning for the BPE in the next biennium; NASBE grant follow-up on student leadership; special meetings of the BPE; strategy development for the 2009 Legislative session; license discipline processes particularly related to suspensions and revocations; and the fielding of an increasing number of calls from the public regarding various and current issues before the Board.

Most of the other issues with which I have dealt have been brought to your attention by way of phone and e-mail correspondence, however I have highlighted the following:

- Continued work with LFD on fiscal responsibility processes for SB 152
- Attended four meetings of the Class 8 implementation committee
- Attended a meeting of the LFD sub-committee
- Attended OCHE reception for Deputy Commissioners
- Completed a "draft" of strategic objectives for next five years
- Met with Montana Association of School Nurses
- Attended November meeting of BOR
- Attended two meetings of the Learning First Alliance
- Attended K-12 forum meeting
- Attended K-College meeting
- Attended reception to honor Linda and Bud
- Attended meeting of the Learning First Alliance

- Worked with the Department of Administration on Computer transfer
- Met with owner of the New York Building on lease arrangements.
- Attended meeting of the MSDB Committee
- Met with Executive Committee regarding the Legislature

We are preparing our office processes to stay on top of the legislative session.

The work before the Board continues with a high level of importance including finalizing our work on dual enrollment/credit with emphasis on the implementation phase. Other areas include assessment, strategic planning, and relation building with the Board of Regents, the Legislature, OCHE, and the K-College Workgroup.



### **10.57.412 CLASS 1 AND 2 ENDORSEMENTS**

(1) To obtain an elementary endorsement, an applicant must provide verification of completion of an accredited elementary teacher education program to include student teaching or university supervised teaching experience.

(2) To obtain a secondary endorsement the applicant must provide verification of at least:

(a) 16 semester credits in a professional educator preparation program, including student teaching or an appropriate college waiver; and

(b) 30 semester credits in an approved major and 20 semester credits in an approved minor; or

(c) 40 semester credits in an extended major.

(3) A license holder may qualify for a statement of specialized competency by the completion of a minimum of 20 semester college credit hours or equivalency in a specific academic area as approved by the board of public education. Approved areas of permissive specialized competency are early childhood education, gifted and talented education, technology in education and mentor teacher.

(4) Subject field endorsement must be in areas approved for endorsement by the board of public education.

History: Sec. 20-4-102, MCA; IMP , Sec. 20-4-106, 20-4-108, MCA; NEW , 2002 MAR p. 3309, Eff. 11/28/02.

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Effective rule versions existed in ARM on or after March 31, 2007

| MAR Notices | Effective From | Effective To | History Notes                                                                                                                                                      |
|-------------|----------------|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|             | 11/28/2002     | Current      | History: Sec. <b><u>20-4-102</u></b> , MCA; <u>IMP</u> , Sec. <b><u>20-4-106</u></b> , <b><u>20-4-108</u></b> , MCA; <u>NEW</u> , 2002 MAR p. 3309, Eff. 11/28/02. |

#### **10.58.527 AREAS OF PERMISSIVE SPECIAL COMPETENCY**

(1) Programs designed for teachers who hold a regular Montana teaching certificate and desire skills in a nonendorsement field to appear on the teaching certificate shall:

(a) meet the standards for the area of permissive special competency as approved by the Board of Public Education and outlined below; and

(b) when specified, have laboratory experiences under the jurisdiction of the preparing institution.

(2) Programs must include a minimum of 20 semester (30 quarter) credits of preparation.

(3) Permissive special competency programs for early childhood are limited to an "add-on" to elementary endorsement. This may be offered as a minor to elementary education and is designed for prospective teachers of children ages eight and under.

(4) The early childhood permissive special competency program requires that successful candidates:

(a) demonstrate knowledge of child development and learning;

(b) develop relationships that involve family and community in children's learning;

(c) observe, document, and assess learning to support young children and families;

(d) demonstrate knowledge of early childhood education and apply effective instructional strategies, including:

(i) knowing, understanding, and using positive relationships and supportive interactions;

(ii) knowing, understanding, and using a wide array of appropriate, effective approaches, strategies, and tools for early education;

(iii) knowing and understanding the importance, central concepts, inquiry tools, and structures of content areas or academic disciplines;

(iv) using their own knowledge and other resources to design, implement, and evaluate meaningful, challenging curriculum that promotes comprehensive developmental and learning outcomes; and

(v) meeting the unique needs of every child, including children with disabilities, children with different socio-economic backgrounds, and children from diverse cultural heritages, with a focus on American Indians.

(5) The gifted and talented permissive special competency program requires that successful candidates:

(a) demonstrate knowledge of the characteristics of gifted students and an understanding of how to utilize appropriate tests and other documentation to formally identify gifted students;

(b) demonstrate knowledge of the curriculum needs that result from the characteristics of individual gifted students and an understanding of how to apply the appropriate curriculum strategies to vary the pace, breadth, and depth of the curriculum through acceleration, differentiation of the content, process and product, and subject enrichment;

(c) demonstrate knowledge of the unique learning styles of gifted learners

and an understanding of how to apply that knowledge to modify the learning environment and activities to match the style(s) of the individual student;

(d) demonstrate knowledge of how the social/emotional characteristics of gifted children create different needs that may impact the school and family and an understanding of how to apply appropriate strategies to minimize negative impacts upon the ability of the gifted student to learn;

(e) demonstrate knowledge of the need for gifted students to be challenged by participation with their mental peers, and an understanding of how to meet that need by providing a variety of options in the learning environment;

(f) demonstrate knowledge of how the school environment and characteristics of gifted students cause some high ability/high potential students to achieve at levels far below their potentials and an understanding of how to apply appropriate interventions; and

(g) demonstrate knowledge of the nature of, and need for, team approaches and an understanding of how to effectively apply these strategies in order to provide the best possible school climate and total curriculum services for gifted students.

(6) The technology in education permissive special competency program requires that successful candidates:

(a) demonstrate knowledge of operations and concepts necessary for effective use of technology and infusion into teaching and learning;

(b) demonstrate planning and learning environment design, knowledge, and skills, including:

(i) the identification and design of developmentally appropriate learning opportunities that apply technology enhanced instructional strategies to support the diverse needs of students;

(ii) the application of best practices based on current research when planning and managing learning environments and experiences;

(iii) the identification and location of technology resources and evaluation of them for effectiveness and suitability;

(iv) the planning and implementation of strategies to manage student learning in multiple technology-enhanced classroom environments; and

(v) the planning and implementing of strategies to manage student learning in distance, online, and technology-delivered learning environments;

(c) demonstrate technology-enhanced teaching, learning, and curriculum knowledge and skills by:

(i) facilitating technology-enhanced experiences that incorporate Montana content and performance standards as appropriate;

(ii) using technology to support learner-centered instructional strategies that address the diverse needs of students, including Montana American Indians;

(iii) applying technology to enhance students' critical, creative, and futures thinking;

(iv) managing student learning activities in multiple technology-enhanced classroom environments; and

(v) managing student learning activities in distance, online, and technology delivered learning environments;

- (d) demonstrate assessment and evaluation knowledge and skills by:
  - (i) applying technology to assess student learning of subject matter using a variety of appropriate assessment techniques;
  - (ii) using technology resources to collect and analyze data, interpret results, and communicate findings to improve instructional practice and maximize student learning; and
  - (iii) using data from a variety of sources to make informed decisions to align learning objectives, instructional activities, technology use and assessment procedures to enhance learning;
- (e) demonstrate knowledge and skills and apply effective strategies for teaching social, ethical, legal, and human issues related to technology use;
  - (i) identifying, classifying, and recommending adaptive/assistive hardware and software for students and teachers with diverse needs and assisting in procurement and implementation;
  - (ii) selecting and applying appropriate technology resources to promote healthy use of technology;
- (f) select and apply appropriate technology resources to address cultural and language diversity, including Montana American Indians;
- (g) demonstrate knowledge in developing systemic planning, procedures, and policies;
- (h) demonstrate knowledge and skills in the development of leadership and visioning by:
  - (i) applying strategies for, and knowledge of, issues related to the change process in education and effective schooling practices;
  - (ii) assisting in the development and evaluation of district technology project planning, funding, and implementation; and
  - (iii) successfully completing integrated, supervised, and field-based professional experiences with accomplished technology facilitators and directors.

(7) The mentor teacher permissive special competency program requires that successful candidates:

- (a) demonstrate knowledge of the role and benefits of serving as a teacher mentor.
- (b) demonstrate knowledge of the needs of initial educators and educator standards.
- (c) demonstrate knowledge of the benefits and key elements of a mentoring program for the initial educator and the school district.
- (d) demonstrate knowledge of the characteristics and behaviors of effective mentors in providing observation, support, and assistance.
- (e) demonstrate knowledge of the characteristics and behaviors of effective mentors in providing feedback during observing and conferencing.
- (f) demonstrate knowledge of the potential problems that can occur in a mentoring relationship and define effective responses to these problems.
- (g) demonstrate knowledge of best practices for creating and maintaining a safe environment for the mentee to attain and sustain a mastery level of teaching with an active and positive learning environment that supports school, district, and state curricula.
- (i) support new teacher growth toward meeting the learning needs of every

child.

(ii) support new teacher growth toward incorporating IEFA into their curricular offerings.

History: 20-2-114, MCA; IMP , 20-1-501, 20-2-121, MCA; NEW , 1979 MAR p. 492, Eff. 5/25/79; AMD , 1984 MAR p. 831, Eff. 5/18/84; AMD , 1994 MAR p. 2722, Eff. 10/14/94; AMD , 1998 MAR p. 348, Eff. 1/30/98; AMD , 2000 MAR p. 2406, Eff. 9/8/00; AMD , 2007 MAR p. 190, Eff. 2/9/07.

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Effective rule versions existed in ARM on or after March 31, 2007

| MAR Notices | Effective From | Effective To | History Notes                                                                                                                                                                                                                                                                                                                                                  |
|-------------|----------------|--------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|             | 2/9/2007       | Current      | History: <u>20-2-114</u> , MCA; <u>IMP</u> , <u>20-1-501</u> , <u>20-2-121</u> , MCA; <u>NEW</u> , 1979 MAR p. 492, Eff. 5/25/79; <u>AMD</u> , 1984 MAR p. 831, Eff. 5/18/84; <u>AMD</u> , 1994 MAR p. 2722, Eff. 10/14/94; <u>AMD</u> , 1998 MAR p. 348, Eff. 1/30/98; <u>AMD</u> , 2000 MAR p. 2406, Eff. 9/8/00; <u>AMD</u> , 2007 MAR p. 190, Eff. 2/9/07. |